

Frequently Asked Questions about LACourtConnect and the Attorney Portal

For additional information, consult the resources in the Help Centers on [LACourtConnect](#) and the [Attorney Portal](#).

Overview

Will the appearances made through LACourtConnect be private or open to the public to watch online?

Remote participants in the hearing can hear and see what's going on. Anyone without an active role in the hearing – including news reporters and the general public – can observe only if they are physically present in the courtroom.

Photographing, recording, or broadcasting your hearing is prohibited by CRC 1.150 and local rules of court.

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Will remote hearings be available from now on? Or is this just temporary for our safety?

Remote hearings will be a part of the court's ongoing processes. This method of appearance is not temporary.

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Will I be able to purchase a complete recording of my hearing?

No. Hearings will not be recorded. Photographing, recording, or broadcasting your hearing is prohibited by CRC 1.150 and local rules of court.

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Is there a mechanism to prevent live remote appearances from being taped or recorded or having snapshots taken?

No. But photographing, recording, or broadcasting your hearing is prohibited by CRC 1.150 and local rules of court.

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May court-appointed counsel appear at court hearings by audio or video?

Yes, where appropriate. The court's encouragement of remote appearances does not relieve any duties to appear or to have certain individuals physically present at the hearing if required by any statute, rule, or the court, or based on any prior court order.

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Is there a list of appearances that must be in person? For example, establishment of conservatorship? Confirmation of sale of real property?

No, a list has not been established. In order to enforce social distancing requirements, the court encourages audio or video remote appearance when possible. This statement, however, does not relieve any duties to appear or to have certain individuals physically present at the hearing if required by any statute, rule, or the court, or based on any prior court order.

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What's the difference between LACourtConnect and the Attorney Portal, and where should I sign up?

The Attorney Portal is designed for attorneys (and their staffs) only. Beginning in September 2020, it will have special subscription features that will help them with their case-related tasks.

LACourtConnect is the site for scheduling your remote appearances. Attorneys can reach LACourtConnect's scheduling function directly from the Attorney Portal. Litigants and others with a role in a hearing should go to the LACourtConnect Welcome page.

When scheduling is complete, you'll receive a confirmation email telling you how to connect to the courtroom at the time of the hearing.

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Who can schedule a remote appearance?

LACourtConnect is for litigants, attorneys, and others with a role in a case who want to appear at a court hearing and want to do it remotely by using a video or audio-only connection. (A person can also use LACourtConnect to schedule on someone's behalf.)

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What are the requirements to appear remotely?

You can use LACourtConnect for hearings

- In which you are a litigant, attorney, or someone else with an active role in the hearing; and
- That are listed on LACourtConnect (they're added no more than 30 days ahead).

(LACourtConnect will become available for appearances at Traffic hearings (but not trials) on September 14, with LACourtConnect scheduling to begin September 7. The rest of the LACourtConnect phase-in schedule is complete.)

You need

- A Court ID (which you create once), and
- A audio device (for audio-only appearances) or equipment sufficient for a high-quality video conferencing connection (see the [Technical Specifications](#) in the LACourtConnect User Guide's "Tips for a Successful Remote Hearing" section).

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Fees

How much will a remote appearance cost?

The audio appearance fee is \$15.

The video appearance fee is \$23.

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[Appearance fees amounts](#)

Are government agencies exempt from being charged for LACourtConnect?

Government agencies are not exempted from remote hearing appearance fees.

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[Appearance Fees > Exceptions](#)

Can I share my remote appearance video link?

Each video remote appearance PIN is good for one connection only. If multiple people attempt to use the same PIN, only the first person who connects will be able to. All subsequent attempts will be told that the PIN is already in use.

The only way to share your video remote appearance with someone else is to be in the same physical location. If you do decide to be in the same place, make sure you arrange it so you are both visible and your voices clear to other hearing participants.

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[General rule](#)

Are fee waivers accepted in LACourtConnect?

Yes, if they have already been approved by the court. When you schedule a remote appearance through LACourtConnect and you have a fee waiver already approved by the court, the Scheduling, Step 3, Select Events page will include a Registration Fee Waiver checkbox. Click in that box to check-mark it so that your appearance fee is waived.

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Do case types that don't require a fee (e.g., elder abuse restraining orders) still need a fee waiver?

Yes. A payment or fee waiver will be required for a remote appearance in any conservatorship case hearing.

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Are ADA Accommodations accepted in LACourtConnect?

Yes, if they have already been approved by the court. When you schedule a remote appearance through LACourtConnect and you have an ADA Accommodation already approved by the court, the Scheduling, Step 3, Select Events page will include a Registration Fee Waiver checkbox. Click in that box to check-mark it so that your appearance fee is waived.

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If there are two different hearings in the same department, do we pay the remote appearance fee twice?

One fee will be required per case, per department, per time on calendar. For example, if there are two motions for the same case at the time, only one fee is required. If the hearings are on the same day but at different times, then two fees will be required. An easy way to remember is: One Case at One Time = One Fee.

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[One case at one time = One fee](#)

What is the cutoff time for canceling a remote appearance?

The cutoff time for canceling your remote appearance is 8 a.m. the day of the hearing. If you don't cancel your remote appearance by then, you will be charged the full remote appearance fee, whether you appear remotely or not.

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[Canceling a Remote Appearance](#)

How do I request a refund for my remote appearance fee?

The court has a firm policy of no refunds. This is to avoid processing costs so fees can stay as low as possible. To avoid the appearance fee, cancel your appearance by 8:00 a.m. the day of the scheduled hearing.

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[No refunds, no exceptions](#)

Creating your Court ID

Will the system allow two Court IDs for the same person?

You can have as many IDs as you want for LACourtConnect. However, when the full Attorney Portal subscription service becomes available, users of the Attorney Portal will be restricted to a single Court ID for privileged access to their case information.

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[Choice of email addresses](#)

Can I reset my LACourtConnect password?

Yes. Make sure you're logged out of LACourtConnect, then click "Sign in" and follow the instructions at the "Forgot your password?" link at the bottom of the sign-in form.

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[Resetting your password](#)

Scheduling

Does the court prefer video over audio?

The court has no preference, but use video only if your device setup meets the requirements spelled out in the Technical Specifications.

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[Technical specifications for video and audio on LACourtConnect](#)

Will all LACourtConnect departments have video capabilities?

No, but most will. Remote appearances for Traffic and most Family Law hearings will be by audio-only. In some Complex Civil cases, because of the number of participants, the judge might ask some to use audio-only.

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[Video authorized where otherwise not allowed](#)

Does LACourtConnect replace CourtCall? Can you still use CourtCall?

In all courtrooms where CourtCall had been available, LACourtConnect has replaced it.

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When I search for a case in LACourtConnect, it doesn't show any future hearings. Why not?

Hearings appear on LACourtConnect no earlier than 30 days ahead of their court calendar date. In addition, the implementation of LACourtConnect has been staggered across litigation types; LACourtConnect might not have been available yet for the type of case you had.

At this point, however, only Traffic hearings remain for LACourtConnect phase-in, which will occur for Traffic scheduling on September 7 for hearings on September 14 or after.

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Scheduling can occur up to 2 hours before the hearing. Is that 2 real hours or court hours?

Two real hours. If your hearing is at 8:30 a.m., you can schedule up until 6:29 a.m. that day. But keep in mind that the scheduling process will take you several minutes to complete – don't wait until 6:28 to start it!

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How far in advance of a hearing can an LACourtConnect remote appearance be scheduled?

You can schedule 30 days ahead, assuming the hearing has been scheduled by then.

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What if I want to schedule a remote appearance on the day of the hearing?

Your last opportunity to schedule a remote appearance is 2 hours before the hearing begins. This is the cutoff time.

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When I search with a case number, a “No valid events found...” message appears.

Verify that the hearing is on the court calendar by looking it up using one of these sources:

Litigants and Others: On the Court’s main website, click on Find a Case in the left column.

Attorneys: After signing in at the Attorney Portal, click on the Case Access folder.

If the hearing is on the calendar for a future date, here are possible reasons it is not found in LACourtConnect scheduling:

- Even if the hearing is on the court calendar, it won’t appear in LACourtConnect until 30 days ahead of its calendared date.
- LACourtConnect might not have been available yet for your case’s litigation type. (LACourtConnect will become available for appearances at Traffic hearings [but not trials] on September 14, with LACourtConnect scheduling to begin September 7. If your Traffic hearing is scheduled for before September 14, you might have to appear in person. The rest of the LACourtConnect phase-in is complete.)
- A hearing will not show in LACourtConnect’s scheduling function after the hearing’s scheduling cutoff time, which is 2 hours prior to the hearing’s scheduled start time.
- A hearing will not show in LACourtConnect’s cancellation function after the hearing’s cancellation cutoff time, which is 8:00 a.m. on the date of the scheduled hearing.
- If the hearing has not yet been added to the court calendar, wait and try again later (allow time for the court to enter the hearing in the case management system).

If the issue is not resolved by any of the above, call the LACourtConnect Service Desk at 213-830-0400 during normal Court business hours. You will need to provide:

1. Case number
2. Hearing date and time
3. Court location and department

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[Find a Case](#)

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I previously scheduled a CourtCall remote appearance for a hearing that has now been continued. Do I now need to cancel CourtCall and schedule on LACourtConnect to appear remotely at my hearing?

Yes. In all courtrooms where CourtCall had been available, LACourtConnect has replaced it.

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If a hearing participant requires an interpreter, can an interpreter interpret for them if they appear by video or audio?

Language interpretation is available for remote appearances by interpreters in the courtroom. However, private conversations cannot be supported. Spanish-language interpreters are in the courtroom daily. For other languages, request the interpreter ahead of the hearing date. Submit the request at the [Interpreter Request Portal](#), located on the court website's Online Services tab.

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[Request an interpreter, if needed](#)

What departments and hearing types will be authorized for remote appearance?

Consult the LACourtConnect [phase-in schedule](#) for the complete list.

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How do I appear remotely if the courtroom is not on LACourtConnect yet?

Traffic is the only litigation type that doesn't yet have LACourtConnect implemented yet. It will be on September 14, with scheduling of remote appearances at Traffic hearings (but not trials) to begin September 7. For Traffic hearings before September 14, you might have to appear in person.

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Can I enter a partial case number to search for a case for a remote appearance?

No, you must enter your full case number, both letters and numbers. Find the case number with one of these resources:

Litigants and Others: On the [court's main website](#), click on Find a Case in the left column.

Attorneys: After signing in at the Attorney Portal, click on the Case Access folder.

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[Scheduling, Step 1. Search for a Case](#)

LACourt Online Services

Find a Case

<https://www.lacourt.org/website/FindaCase.aspx>.

What is the cut-off time for scheduling a remote appearance?

Your last opportunity to schedule a remote appearance is exactly 2 hours before the hearing begins.

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[Scheduling period and scheduling cut off time](#)

How far in advance can a remote appearance be scheduled?

You can schedule a remote appearance once the hearing appears in LACourtConnect, which will be 30 days ahead at the earliest.

Your last opportunity to schedule a remote appearance is 2 hours before the hearing begins. This is the scheduling cutoff time.

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I'm trying to schedule an appearance in a complex Civil matter, but I can't find my case.

Try the underlying case number first. Use the JCCP number only if that doesn't work, and call the courthouse to have your underlying case added.

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[Finding a Complex Civil case](#)

How will a remote participant be alerted if the court continues a matter on its own initiative?

A notice of continuance is sent by postal mail. Also, it is the court's practice to call when there is insufficient time for a mailed notice to reach participants before the date on which the hearing originally would have occurred.

If the court continues a hearing, no appearance fee is charged for the original calendar date – but you do need to reschedule your remote appearance for the new date.

One of the Attorney Portal subscription features coming in September is case update notification. With that feature, notification will be available as an SMS/text message.

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[A short form to fill in](#)

What information is needed to schedule a remote appearance?

In addition to your Court ID for signing in, you need:

4. Case number
5. Name of the person the scheduled appearance is for (if other than the party named)
6. Contact information for the person who'll be appearing
7. Name of the party (litigant) with whom your role is associated

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[Creating your Court ID](#)

How do I schedule a remote appearance if I'm a self-represented litigant?

Use the procedures that the LACourtConnect User Guide describes for litigants, both for scheduling and for appearing remotely.

The main ways in which scheduling differs for litigants – and the differences are small ones – occur in Scheduling, Step 2. The Additional Context section gives some background for people who might not be familiar with the courts, or need to navigate them on their own. And there are mentions specific to litigants at the other locations listed for this answer.

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How do witnesses participate in a hearing?

In scheduling, identify yourself as the Other type of Attendee at Step 2 and fill in the Attendee Information form that appears for you. The rest of the scheduling process is

the same for you, as is the rest of the user guide, except where addressed specifically to attorneys or litigants. Also see the other resources in the LACourtConnect Help Center.

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LACourtConnect Help Center

<http://www.lacourt.org/lacc/>

Will LACourtConnect notify opposing counsel that you have scheduled a remote appearance?

LACourtConnect does not notify opposing counsel of your remote appearance. Only the people whose contact information is entered while scheduling receive confirmation emails, which contain the conference PIN and conference ID unique to the person who the appearance is scheduled for.

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[Scheduling, Step 2. Provide Information About Attendee](#)

Can someone scheduling on behalf of another person specify that the confirmation email go to that other person rather than themselves?

Because of an enhancement implemented on August 14, 2020, the Attendee Information form now includes fields for entering the attendee's contact information, so that the confirmation email automatically goes to the person who will be attending the hearing.

If the person doing the scheduling in that instance would also like to receive the confirmation, they may enter their own email address as one of three that can be added optional in a later field on the form.

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[D. Fill in the attendee's contact information](#)

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[F. Add email addresses](#)

How can I ensure that the confirmation email goes to the person who will be appearing at the hearing if I schedule the appearance on his or her behalf?

At Scheduling, Step 2, you're now required to provide an email address and phone number for the attendee. (Other important changes to Step 2 were also implemented on August 14, 2020.)

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[D. Fill in the attendee's contact information](#)

Are parties to a case listed in the Party Name drop-down list even if they are minors?

Yes. If the party with whom you're associated doesn't appear in the list, call the courthouse.

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[E. Select a Party Name](#)

Can a law firm or company have one account to load up funds and draw against the balance? Or will each person need to set up and pay for each appearance individually?

All payments must be arranged via credit or debit card at the time appearances are scheduled. It is up to you whether it's a firm's card or a personal card.

Note: Whether you enter a credit card number or debit card number, payment is not collected until after the hearing occurs.

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[B. Choose your payment method](#)

I can't find my video appearance link or the number to call for audio-only to join my hearing.

You received a confirmation email that has the information for connecting with the courtroom on the day of your hearing.

If you don't have the email, check your junk, spam, and deleted email folders.

If someone else scheduled the remote appearance for you and gave their address as one of the optional additional ones, have that person forward the confirmation email to you.

As a last resort, call the LACourtConnect Service Desk at 213-830-0400 during normal court business hours. You will need to provide:

1. Case number
2. Hearing date and time
3. Court location and department

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[E. Save the confirmation email](#)

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[The vital information in confirmation and reminder emails](#)

Is the credit card info saved for future use, or does it need to be input every time you schedule an appearance?

LACourtConnect does not save payment card information. You will need to reenter it every time you schedule an appearance.

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[D. Provide your payment card information](#)

What if I've scheduled a remote appearance, and then last-minute, after the 8 a.m. cancellation cutoff, I fall ill? Can my colleague use my already-set-up appearance?

Yes, as long as you provide that person with the confirmation email containing the information required for connecting. Your substitute will need to inform the courtroom of the change when the hearing begins.

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[The vital information in confirmation and reminder emails](#)

Who do I contact if I have questions about my remote appearance payment?

For support with your remote appearance payment, contact the court at: LACourtConnectReceipt@lacourt.org or (213) 633-0840.

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[Payment questions](#)

The Fee Waiver checkbox is missing when I select hearings to schedule.

The Fee Waiver checkbox appears only for litigants who have an approved fee waiver, and for their attorneys.

If you believe you should have a fee waiver applied and the checkbox is missing, contact the LACourtConnect Service Desk at (213) 830-0400 and provide your case number and the party name associated with the Fee Waiver.

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[Applying a fee waiver](#)

Does the litigant (or litigant's attorney) have to provide credit card information even when there is an approved fee waiver?

No. Parties who have an approved fee waiver on file do not provide any payment information. Their attorneys also do not pay a fee or provide credit card information for appearing on their behalf.

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[Applying a fee waiver](#)

How do I schedule a remote appearance for multiple hearings on the same case at the same date and time?

If the Scheduling Step 3 list of hearings available for a case shows several that will occur at the same date and time in the same courtroom.

At Step 3. Select Events, check the boxes for all hearings for which you wish to appear. Read the Fees footnote there (it also appears at Step 4), which explains that when the payment is collected after the hearings, you'll be charged the appearance fee for just one of those multiple hearings.

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[Multiple hearings: The One Case at One Time = One Fee rule applied](#)

How do I reschedule my remote appearance? And is it any different if my hearing was rescheduled or trailed it to a later time by the court?

Cancel the existing appearance before the cancellation cutoff time (to avoid paying an appearance fee for the original time) and schedule the new appearance before the scheduling cutoff time.

If the court cancels or reschedules the hearing, you don't need to cancel for the original date and time, but you do need to reschedule if there's a new date and time for the hearing and you still want to appear remotely. In this scenario:

If the court has canceled, the fee collected will be zero.

If the court has trailed the hearing, you pay a fee only for your newly scheduled appearance.

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[Cancellation cutoff time](#)

If one attorney will be substituting for another, how do I change the attorney name while scheduling?

If the attorney who'll appear is substituting for the attorney of record and that's **known when you're scheduling**: Simply use the name contact information of who will appear when completing Scheduling, Step 2.

If the need to substitute is **known after scheduling but prior to the hearing** date: Cancel the original appearance and schedule the replacement.

If the need to substitute **first arises on the day of the hearing**: As the substitute, make sure you have the confirmation email from LACourtConnect so you can connect to the hearing. You need the information (and link, if appearing by video) in that email in order to connect. When the case is called, inform the courtroom of the change.

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Can I reschedule my remote appearance from one appearance type to another (video to audio or visa versa)?

Yes. You should first cancel the originally scheduled appearance; to avoid paying the fee for that appearance, cancel before the cancellation cutoff time (8 a.m. the day of the hearing). Schedule the new appearance before the scheduling cutoff time (2 hours before the calendar time of the hearing).

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What does my remote appearance confirmation email look like?

The confirmation email is sent by LACourtConnect@lacourt.org. The subject line contains the words Appearance Reminder. The scheduled appearances are listed in a table.

If the scheduled appearance is by video, the conference ID in the table is a link you can click to connect to the hearing.

For an audio appearance, the number to call to connect is written above the table, and you will use your audio device's keypad to enter the conference ID and PIN listed in the table.

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[Confirmation and reminder emails](#)

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[How to locate the emails](#)

When will the reminder of the remote appearance be sent?

A remote hearing reminder will be emailed at about noon the day before the scheduled hearing, to the Court ID user who scheduled the appearance. The reminder email has the same content as the confirmation email – the link for a video appearance or a phone number for an audio appearance, along with the conference ID and the PIN – all of which are needed to connect with the hearing.

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[Confirmation and reminder emails](#)

Can the court resend my remote appearance confirmation email to me or someone else?

Only as a last resort. There are several steps to take first:

1. Check your inbox for the reminder email from LACourtConnect. It's sent at about noon the day before the hearing, and it has the same content as the confirmation email.
2. Check your junk, spam, and deleted email folders for the confirmation and reminder emails.
3. If someone else scheduled the remote appearance for you and optionally had a confirmation sent to them, have that person forward the emails to you.

As a last resort, if you need the confirmation email resent to you, call the LACourtConnect Service Desk at 213-830-0400 during normal court business hours. You will need to provide:

1. Case number
2. Hearing date and time
3. Court location and department

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[How to locate the emails](#)

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Appearing Remotely

There is a problem with the audio connection on my video remote appearance.

If you have audio or video problems during a video appearance, mute your device using the device's mute function (not LACourtConnect's Mute icon). Then look in your confirmation email for the dial-in number labeled Backup Audio and call the courtroom at that number. Use the Backup Conference ID and PIN provided in the table in the email.

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[Troubleshooting for a video appearance](#)

The video link isn't launching.

Steps you can try:

1. Instead of clicking on the link, you can try to copy and paste the video link into your browser.
2. Ensure you are using a recommended internet browser. (See the Technical Specifications.)

3. If the issue continues, you may switch to the Backup Audio described in your confirmation email. If you do this, mute the audio on your video device.

If the issue continues even then, call the Service Desk at 213-830-0400 during normal court business hours. You will need to provide:

1. Case number
2. Hearing date and time
3. Court location and department

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What happens if I need to speak and I have been muted?

In general, all participants in the current proceeding before the court will be unmuted unless otherwise instructed by the judicial officer. If you haven't been unmuted, call the courtroom.

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[Listen for the calendar call](#)

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[Functions the conference host controls: Mute](#)

What number do I dial to join my audio appearance?

Dial the conference number provided in the confirmation email that LACourtConnect sent when your appearance was scheduled.

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[Connecting for an audio-only appearance](#)

My audio appearance Conference ID and/or PIN are not working.

If your confirmation email lists more than one hearing, ensure that you are entering the Conference ID and PIN for the correct hearing.

If you need the email confirmation resent to you, call the Service Desk at 213-830-0400 during normal Court business hours. You will need to provide:

1. Case number
2. Hearing date and time
3. Court location and department

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[Connecting for an audio-only appearance](#)

Regarding video conferences, will participants be given instructions about best practices – audio, lighting, proper conduct, and participation – and how the judge will control who gets to speak and when?

Yes. Check the information at the links provided with this answer. (Note that the conference host referred to might be the judicial officer, but is usually the judicial assistant working at the JO's direction.)

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[Functions the conference host controls](#)

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[Tips for a Successful Remote Appearance](#)

Can remote participants be sent into a virtual hallway to discuss issues and then come back into the virtual courtroom?

LACourtConnect does support private rooms, but they are rarely used. The conference host (typically the judicial assistant, at the judicial official's direction) can move participants into the private room until they are ready to come back into the main hearing.

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[Private](#)

Is there a way to move the judicial officer's video image within the LACourtConnect window to position it where we want it?

Customizing a video pane's placement on screen is not supported.

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[Hardware for video](#)

Can I use a virtual background when on video?

This feature is not supported.

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[Suitable physical surroundings](#)

What if I have two hearings on the same day and time, for two litigation types?

Contact the courtrooms before the hearings start to coordinate.

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[Attorneys: Contact the judicial assistant](#)

While doing a video appearance, are you required to dress as though you are actually in court live, or can you appear in your pajamas?

Use your own judgment.

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[Be ready to connect 15 minutes ahead](#)

How do I ask for priority and/or second call during the calendar call if I am appearing by LACourtConnect?

Attorneys requesting priority or second call may inform the judicial assistant (JA) / courtroom assistant by phone prior to signing in to LACourtConnect.

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[Attorneys: Contact the judicial assistant](#)

Are cell phones acceptable for audio-only appearances through LACourtConnect?

You can use any audio device that produces quality audio.

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[For an audio-only appearance](#)

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[Technical specifications for video and audio on LACourtConnect](#)

Does it matter what browser is used to join a video conference?

Yes, please see the [Technical Specifications](#) in the LACourtConnect Help Center.

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[Technical specifications for video and audio on LACourtConnect](#)

How do I test my equipment before a video or audio appearance?

Follow the LACourtConnect [Quick Reference Guide](#) to test your equipment prior to your video or audio appearance. The LACourtConnect User Guide has [Technical Specifications](#) in its “Tips for a Successful Remote Hearing” section.

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[Technical specifications for video and audio on LACourtConnect](#)

LACourtConnect Help Center

LACourtConnect Quick Reference

<https://www.lacourt.org/lacc/guides/laccquickref>

The Attorney Portal

How do I join my remote appearance through the Attorney Portal?

This will be an Attorney Portal subscription feature. Check back in September.

What is included in the Attorney Portal subscription upgrade?

The Attorney Portal subscription features will become available in September for a \$100 annual fee – services such as the ability to access your case documents, a personal case calendar, and the ability to delegate access to specific cases to fellow attorneys and your support staff.

How do I update my Attorney Portal profile?

1. After signing in to the Attorney Portal, click on the View Profile icon  next to your Display Name.
2. In the Profile detail screen, click the Edit icon .
3. Enter your updates.
4. Click the Update button.

After the “successful update” message appears, log out and then log back in.

I have tried to access a traditional Probate case and received “cannot be viewed in this portal.” Is this simply that it is not up and running yet?

Yes. The Attorney Portal subscription service that will allow privileged access to cases is scheduled to launch in September.

It appears that the system will automatically populate My Cases for any on which we are the attorney of record. Will we be able to add additional cases so that they always show up in My Cases?

This is a feature of the Attorney Portal subscription service that will be launched in September. At that time, subscribers will be able to conveniently access case information (data and documents) for all cases in which they are the active attorney of record (based on the attorney’s bar number).

For cases in which you are not the attorney of record, you will be able to view case data but will be required to pay for documents, just as you currently do through the [court’s main website](#).

With the Attorney Portal, will I be able to see court files for eviction cases where I am attorney of record?

Yes, when subscription features become available in the Attorney Portal in September.

How do I find my case number on the Attorney Portal?

After signing in at the Attorney Portal, click on the Case Access folder.

